

4 E H u

C O P Y

11 March 1957

MEMORANDUM FOR: Auditor in Chief

SUBJECT: Audit of GEHA, Inc.

1. As previously recommended by you, the Insurance Branch of BCD, with its personnel, has just completed a reconciliation of the individual account cards to the advance premium ledger. Their results indicate a discrepancy in the form of an overage.

2. I have requested the Comptroller to lend us the services of [] to review the bookkeeping system which he set up about a year ago.

STATINTL

3. If it is at all possible, I would appreciate a complete audit of the GEHA, Inc. books to be made by your office.

(Signed)

Gordon M. Stewart
Director of Personnel

Distribution:

- O & 1 - Addressee
- 1 - D/Pers
- 1 - Chairman, GEHA, Inc.
Board of Directors
- 1 - BCD Chrono

OP/BCD/[]css (11 Mar 1957)

STATINTL

C O P Y

8 March 1957

MEMORANDUM FOR: Comptroller

SUBJECT: Review of Bookkeeping System Used By
Insurance Branch of BCD

1. It is just about one year from date since this branch instituted the bookkeeping system recommended by of your office. It seems appropriate, therefore, to have a review of this system to determine if the branch is adhering to the instructions given them and to further determine if any additions, refinements or other adjustments are in order.

STATINTL

2. If it is possible I would appreciate it if could be spared to perform this service for us.

STATINTL

3. I am also at this time requesting the Auditor in Chief to make a complete audit of the GEHA, Inc., books, since a reconciliation of the advance premium payments by branch personnel, indicates a discrepancy between the individual account cards and the ledger.

Gordon M. Stewart
Director of Personnel

Distribution:

- O & 1 - Addressee
- 1 - D/Pers
- 1 - Chairman, GEHA, Inc.
Board of Directors
- 1 - BCD Chrono

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